



STATE OF WASHINGTON  
PUBLIC DISCLOSURE COMMISSION

711 Capitol Way Rm 206, PO Box 40908 \* Olympia, Washington 98504-0908 \* (360) 753-1111 \* Fax (360) 753-1112  
Toll Free 1-877-601-2828 \* E-mail: [pdc@pdc.wa.gov](mailto:pdc@pdc.wa.gov) \* Website: [www.pdc.wa.gov](http://www.pdc.wa.gov)

BEFORE THE PUBLIC DISCLOSURE COMMISSION  
OF THE STATE OF WASHINGTON

IN THE MATTER OF ENFORCEMENT	)	PDC CASE NO: 06-014
ACTION AGAINST	)	
	)	Notice of Administrative
Catherine Wood	)	Charges
	)	
Respondent.	)	
	)	

IT IS ALLEGED as follows:

**I. JURISDICTION**

Jurisdiction of this proceeding is based on Chapter 42.17 RCW, the Public Disclosure Act, Chapter 34.05, Administrative Procedure Act, and Title 390 WAC.

**II. ALLEGATIONS**

Staff alleges, based on the facts specified in Section III, that Catherine Wood has violated RCW 42.17.240 by failing to timely file the annual Statement of Financial Affairs (PDC form F-1) by April 15, 2005. In accordance with WAC 390-37-160 (copy enclosed) this matter is being considered by the full commission.

**III. FACTS SUPPORTING ALLEGATIONS**

The Respondent, Catherine Wood, is a Fire Commissioner in Snohomish County Fire Protection District #216, P. O. Box 376, Gold Bar, Washington 98251. Her term of office ends in 2007.

**(Exhibit 1)** Ms. Wood held office during 2004 and was required to file a Statement of Financial Affairs (PDC form F-1) by April 15, 2005. On May 6, 2005, Ms. Wood was sent a letter stating that the F-1 report due by April 15, 2005 had not been received. The letter stated that to avoid the possibility of enforcement, the F-1 needed to be filed by May 20, 2005. **(Exhibit 2)** The F-1



report has not been filed. **(Exhibit 3)** Ms. Wood has held office as a Fire Commissioner in Snohomish County Fire Protection District #216 for at least 10 years.

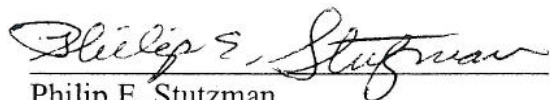
**Past History** – Since 2000, Ms. Wood has had three prior violations for failing to timely file an F-1 report. The prior violations occurred in 2001, 2002 and 2004 as detailed below. All penalty payments were timely paid as part of stipulating to a violation to avoid a hearing.

**In 2001**, Case #01-678, Ms. Wood stipulated to a violation of RCW 42.17.240 for failing to timely file her annual F-1 report and paid a penalty of \$50 to avoid a brief enforcement hearing. The F-1 was filed.

**In 2002**, Case #02-609, Ms. Wood stipulated to a violation of RCW 42.17.240 for failing to timely file her annual F-1 report and paid a penalty of \$50 to avoid a brief enforcement hearing. The F-1 was filed.

**In 2004**, Case #04-570, Ms. Wood stipulated to a violation of RCW 42.17.240 for failing to timely file her annual F-1 report and paid a penalty of \$100 to avoid a brief enforcement hearing. The F-1 was filed.

RESPECTFULLY SUBMITTED this 31<sup>st</sup> day of August, 2005.



Philip E. Stutzman  
Director of Compliance

**Exhibits**

Exhibit 1	Jurisdiction Card
Exhibit 2	May 6, 2005 Warning Letter
Exhibit 3	Affidavit signed by Jennifer Hansen
Enclosure	WAC 390-37-160

**Relevant Statutes**

**RCW 42.17.240 Elected and appointed officials, candidates, and appointees—Reports of financial affairs and gifts**, states in part: “(1) Every elected official and every executive state officer shall after January 1st and before April 15th of each year file with the commission a statement of financial affairs for the preceding calendar year...

**RCW 42.17.241** details the content required in each report.

**WAC 390-24-010 Forms for Statement of Financial Affairs**, states in part: “The official form for statements of financial affairs as required by RCW 42.17.240 is designated ‘F-1’, revised 9/02...”

**WAC 390-37-160 Statement of financial affairs (F-1) penalty schedule**, states in part that on the fourth occasion (established violation) the matter shall be considered by the full commission.



PLEASE COMPLETE & RETURN TO  
PDC NO LATER THAN **FEBRUARY 11,**  
**2005.**

NAME OF JURISDICTION Snohomish County Fire District #26

COUNTY Snohomish

EMAIL ADDRESS [admin@snofire26.org](mailto:admin@snofire26.org)

MAILING ADDRESS P.O. Box 376

CITY Gold Bar ZIP CODE 98251

FAX NUMBER 360-793-8998

NAME OF PERSON PREPARING THIS REPORT Linda Larsen

TELEPHONE NUMBER OF CONTACT PERSON 360-793-1335

EMAIL OF CONTACT PERSON [llarsen@snofire26.org](mailto:llarsen@snofire26.org)

Our records show your jurisdiction had 1,000 or more registered voters as of the 2004 general election. Officials are required to file a Statement of Financial Affairs (Form F-1) by April 15, 2005.

To help the Public Disclosure Commission verify information about elected and appointed officials who will hold office at any time during 2004, please fill out the information on the reverse side of this form and return it to the Public Disclosure Commission.

updated 1/26/05 CL

4132 F  
TL-



***Please return this to PDC by February 11, 2005***

List below elected/appointed who will hold office at any time in 2004

4132 F  
TL

X Name (Last, First, MI):Tubbs, William  
Email address: btubbs@snofire26.org  
Mailing/Home Address: P.O. Box 140  
City: Gold Bar State: WA Zip Code: 98251  
Office Held: Commissioner Position #: 3 Year Term Ends:2005

X Name (Last, First, MI):Cook, Norman  
Email address: ncook@snofire26.org  
Mailing/Home Address: P.O. box 309  
City: Gold Bar State: WA Zip Code: 98251  
Office Held: Commissioner Position #: 2 Year Term Ends:2009

X Name (Last, First, MI):McClellan, Bert  
Email address: bmcclellan@snofire26.org  
Mailing/Home Address: 804 - 1<sup>st</sup> Ave W.  
City: Gold Bar State: WA Zip Code: 98251  
Office Held: Commissioner Position #: 4 Year Term Ends:2009

X Name (Last, First, MI):Moore, Michael  
Email address: mmoore@snofire26.org  
Mailing/Home Address: P.O. Box 181  
City: Gold Bar State: WA Zip Code: 98251  
Office Held: Commissioner Position #: 5 Year Term Ends:2005

X Name (Last, First, MI):Wood, Candy  
Email address: cwoos@snofire26.org  
Mailing/Home Address: P.O. Box 376  
City: Gold Bar State: WA Zip Code: 98251  
Office Held: Commissioner Position #: 1 Year Term Ends:2007

Name (Last, First, MI):  
Email address:  
Mailing/Home Address:  
City: State: Zip Code:  
Office Held: Position #: Year Term Ends:

Name (Last, First, MI):  
Email address:  
Mailing/Home Address:  
City: State: Zip Code:  
Office Held: Position #: Year Term Ends:



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May 6, 2005

CATHERINE WOOD  
PO BOX 376  
GOLD BAR WA 98251

**SUBJECT: Missing Personal Financial Affairs Statement (PDC Form F-1)**

Our records indicate that pursuant to RCW 42.17 (the public disclosure law) you were required to file a Personal Financial Affairs Statement by April 15, 2005. A review of your filings confirmed that we have not yet received your F-1 or F-1A report.



I am enclosing an F-1 and F-1 Supplement form for you to complete and file with the PDC. There are also templates of the F-1, F-1A, and F-1 Supplement that are available at [www.pdc.wa.gov](http://www.pdc.wa.gov), by clicking on "Filer Assistance" and then "Form Templates." The F-1 instruction manual is also available online under "Filer Assistance" and then click on "Manuals."

You may also electronically file your report by visiting our website and clicking on "Electronic Filing," and then on "Personal Financial Affairs Filer." You will be required to establish a user account, file a signature authorization card via U.S. mail, and submit your F-1 report online.

**The F-1 report must be completed and filed with the PDC by May 20, 2005. Failure to file your report by that date may result in an enforcement matter being scheduled before the Commission that could result in the assessment of civil penalties.\***

If you have already filed the F-1 form in 2005, please contact our office immediately. If you need assistance, please contact **Jennifer Hansen** at (360) 586-4560, toll-free at 1-877-601-2828 or by email at [jhansen@pdc.wa.gov](mailto:jhansen@pdc.wa.gov). Thanks for your prompt attention to this matter.

Sincerely,

  
Kurt Young  
Compliance Officer 

Enclosures: F-1 Form and F-1 Supplement Page

\* Please note that faxed reports are not accepted.

*"The public's right to know of the financing of political campaigns and lobbying  
and the financial affairs of elected officials and candidates far outweighs  
any right that these matters remain secret and private."*

RCW 42.17.010 (10)

EXHIBIT 2  
Page 1 of 1





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BEFORE THE PUBLIC DISCLOSURE COMMISSION  
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STATE OF WASHINGTON )

) ss.

AFFIDAVIT OF

County of Thurston )

JENNIFER I. HANSEN

I, Jennifer I. Hansen, being first duly sworn on oath depose and say:

I am a Political Finance Specialist for the Public Disclosure Commission and have been since March 22, 2004.

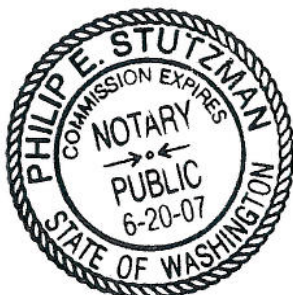
On August 31, 2005, I personally searched the electronic image files maintained in the offices of the Public Disclosure Commission for the Personal Financial Affairs Statement (PDC Form F-1) of Catherine Wood and found that, prior to August 31, 2005, no F-1 report, due by April 15, 2005, was filed with the Public Disclosure Commission as required by RCW 42.17.

In the above-described search of the files of the Public Disclosure Commission, I found no requests by Catherine Wood for a reporting modification or suspension, as authorized by RCW 42.17.370(9) and WAC 390-28 and, to the best of my knowledge, no requests for reporting modifications or suspensions have been received by the Public Disclosure Commission as of this date.

*Jennifer I. Hansen*

SUBSCRIBED AND SWORN to before me this 31<sup>th</sup> day of August, 2005.

*Philip E. Stutzman*  
*Philip E. Stutzman*  
NOTARY PUBLIC in and for the state of  
Washington.  
My commission expires 6-20-07.





**WAC 390-37-160 Statement of financial affairs (F-1) penalty schedule.**

Status	1st Occasion	2nd Occasion	3rd Occasion	4th Occasion
Failed to file report by date of enforcement hearing.	\$150	\$300	\$500	Full commission consideration
Filed report after hearing notice but before enforcement hearing.				
Did not pay settlement amount.	\$100	\$200	\$400	Full commission consideration
Filed report after hearing notice but before enforcement hearing.				
Provided written explanation or appeared at the hearing to explain mitigating circumstances. Did not pay settlement amount.	\$0 - \$100	\$100 - \$200	\$200 - \$400	Full commission consideration

**Provisos:**

(1) The presiding officer has authority to suspend all or a portion of relevant penalty under the conditions to be determined by that officer.

(2) If on the 3rd occasion, a filer has outstanding penalties or judgments, the matter will be taken to the full commission for consideration.

(3) The presiding officer may direct a matter to the full commission if the officer believes five hundred dollars would be an insufficient penalty or the matter warrants consideration by the full commission.

(4) If previously imposed penalties remain unpaid and exceed the amount this penalty schedule would otherwise prescribe for the current violation, the presiding officer may impose a penalty not to exceed the amount of the outstanding penalty, up to five hundred dollars.

(5) "Occasion" means established violation. At the 4th occasion, among other factors, the commission may consider if any prior violations and penalties were stipulated to by the respondent, in determining the amount of the penalty.

(6) Cases will automatically be scheduled before the full Commission for an enforcement action when the person:

- (a) Was found in violation during a previous reporting period,
- (b) The violation remains in effect following any appeals, and
- (c) The person has not filed the disclosure forms that were the subject of the prior violation at the time the current hearing notice is being sent.

[Statutory Authority: RCW 42.17.370. 05-04-038, § 390-37-160, filed 1/27/05, effective 2/27/05; 03-22-065, § 390-37-160, filed 11/4/03, effective 12/5/03.]